# **Course Description:** This course is designed to prepare students for continuing education and the world of work. As seniors, it is important for students to realize what is expected of them in college/vocational training and in the job market. This course will focus on digital skills deemed a requirement for working and/or college. Students graduating from Michigan public schools must have one year of virtual learning experience. This course fulfills that requirement. This course will focus on the following:

[Thing 1 Basic Orientation](https://docs.google.com/document/d/18O725NX4gvoaFdbxEVdGFRZmfWYXx5e2xm0neAtZFMc/edit#heading=h.gjdgxs)                 [Thing 2 Visual Learning](https://docs.google.com/document/d/1usbLBcRtfiWFxdJ-uYGFth66mY70vkSDJs8VGhhThwQ/edit#heading=h.gjdgxs)

[Thing 3 Cloud Initiation](https://docs.google.com/document/d/1lwEgdMwV-sXH-4zw6rqUgcxT4yjNLncz9jIR8PXDg_Y/edit?usp=sharing)                   [Thing 4 Collaboration](https://docs.google.com/document/d/1ZhtRSK4oowcDBUEUaIgsxCMufXrYbIsJOFWx6rnrYtM/edit)

[Thing 5 Digital Footprint](https://docs.google.com/document/d/18sNCNWG4qYJTzosup5y77bedwTFIMXNPiHScVd-aIcg/edit?usp=sharing)                 [Thing 6 Cyber Safety](https://docs.google.com/document/d/15DpisXywHK8ydyEVwLqz5eY23chMDFURZ8GrQH4kOso/edit#heading=h.gjdgxs)

[Thing 7 Be Legal and Fair](https://docs.google.com/document/d/1ERvOLYpQ_i-hWsuFsm94rNDVyw3GANceq6Y991o-jAI/edit)                 [Thing 8 Troubleshooting](https://docs.google.com/document/d/1SeykpjCbXNzqRQJ_xLtI7XW5IIgWjENnFvffMQcyH_s/edit#heading=h.gjdgxs)

[Thing 9 Search Strategies](https://docs.google.com/document/d/1fDVBmsByL--q35NR-dRw1JghFariIMkqX6NXUIZ2wTQ/edit)                 [Thing 10 Digital Images](https://docs.google.com/document/d/1V-HzaEROEovSVJVQNudFNBA_VYoqO3nCIpaJGQSB1Og/edit)

[Thing 11 Powerful Presentations](https://docs.google.com/document/d/1rr4VUX844YDDLpfkDTpqLJLwjE7Abs9zOqlxNg2-cik/edit)      [Thing 12 Interactives](https://docs.google.com/document/d/19NNk_xx6_4ObYPbulftZ1r_gqNNnopeSDVvsB8sQJIw/edit?usp=sharing)

[Thing 13 Dig the Data](https://docs.google.com/document/d/16NGWES5ER3UyogbJlC9iHD2m7EJIlF3MofqguR8hk-c/edit?usp=sharing)                     [Thing 14 Social Networking](https://docs.google.com/document/d/1LFTL7TKGM2SWy19EAj_IDPbV_Kc0-w4BjLS_yAMzarY/edit)

[Thing 15 Hands-on-Line](https://docs.google.com/document/d/1MmxXYgCAWCyVS0fjy3TT76mbVwcigLdqKLl2oSgrzns/edit?usp=sharing)                   [Thing 16 Career Prep](https://docs.google.com/document/d/1fBH8vrFJdhfp1zb1pea95EWYaE7pTKU8eBfi1Eif6K8/edit)

[Thing 17 Screencasting](https://docs.google.com/document/d/1tKALlxTeO5mLDnvuVmSZZwGl0fEKudC6KxOOOKdLZcg/edit?usp=sharing)                   [Thing 18  Digital Storytelling](https://docs.google.com/document/d/1zYjtU5blBcGKfQsF8itkh7X0yQpqU-X-T3jX3m7xB9s/edit?usp=sharing)

[Thing 19 Buyer Beware](https://docs.google.com/document/d/1oIu4Vktb3ObEhyE2GOEz_Z62x5Kmaic6eX_8PcLyg3U/edit?usp=sharing)                   [Thing 20 Mobile Computing](https://docs.google.com/document/d/19eSSRuR5UBj3bKn2u7GCIJJy5wQ4ymEalfZjOdcdf7g/edit?usp=sharing)

[Thing 21 Game Design](https://docs.google.com/document/d/18_kH4hX_WJtOEpEZXs2J198ZzShAbGUXlhsTt78XKa8/edit?usp=sharing)

**Goal:** By the end of the 2015-16 school year, at least 90% of the students who have attended school 90% of the time, will show a measured improvement in the area of computer literacy.

**Objectives:**

## \*Help students build information literacy and digital citizenship skills, and be knowledgable about being Safe Online and Cyberbullying.

\*Provide 21st century resources which are engaging and fun for teaching and learning with educational technology for teachers and their students using performance-based activities based on 21st century educational technology tools such as: Google Docs, spreadsheets and graphing, digital citizenship, copyright, presentation tools, etc.

\*Provide just-in-time and project-based resources online which increase opportunities for authentic portfolio-based assessment of educational technology literacy skills of students.

**Textbooks: No textbooks will be used but the website** [www.**21things**4students.net](http://www.21things4students.net) and Edmodo will be utilized

**Homework Policy: While there is no formal homework for this class, students will be expected to complete assignments during class time. If a computer is available in the home, students may work on their classwork at home but it is not required.**

**Classroom Rules:**

**~BE RESPECTFUL OF OTHER STUDENTS, THE TEACHER, AND THE TECHNOLOGY**

-Students must turn in all assignments by the due date unless otherwise pre-arranged

-Students must adhere to the Student Code of Conduct

-Students must remove all hats, caps, stocking caps, scarves, and gloves in the classroom

-Students MUST arrive to class on time!!!

-Students must adhere to the uniform policy in order to be admitted to class

\*\*Daily attendance will be recorded and excessive absences may adversely affect a student’s grade.

**Grading Scale:**

All assignments are given a point value (usually 100) All points will be added then divided by the total number of assignments x 100. This will provide a percentage 100-90=A, 89-80=B 70-79=C, 60-69=D, 59 and Below=F. Class participation and behavior WILL BE factored into the grade.

**Credit hours:** .5

**Students will also need a working email that is professional (i.e.** [**lastnamefirstname@whatever.com**](mailto:lastnamefirstname@whatever.com)**)**.

**Missed Assignments**

Work is self-paced. Students must complete one assignment per week and submit it on Edmodo. There is no excuse for missed assignments.

**Plagiarism**

Plagiarism (cheating or copying) will NOT be tolerated and will be reflected as a zero for that assignment and possible failure in the course. Continuous plagiarism will result in a failing grade for the course.

**Contact Information**

If either student or parent needs to contact me, for any reason, it is best to reach me through E-Mail. My E-Mail address is charlotte.smith02@detroitk12.org (please place student name in the subject line) or you may call 313-866-9200 and leave a message. My cell phone number is 734-658-3031. Please no calls or texts after 9PM.

Parents, please sign and have student return bottom portion to teacher

I have read and understand the course syllabus for COMPUTERS. I also understand that it is my child’s responsibility to secure any missed assignments and to turn work in on time. I know that my son/daughter will have knowledge of their grade at all times and I can request, of my child, to see their EDMODO account to check for grades and completed assignments I am aware that my student will not be admitted to class if he/she is out of uniform. Cell phone/texting usage is NOT allowed in the class for ANY reason! A note will be sent from home when my son/daughter is absent if requesting make up work.

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Parent Signature Student Name (Please Print)

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Date Student Signature

**Parents--Please do NOT interrupt class time by visiting the classroom for any reason. If you need to have a conference with me, please make an appointment. If you need to contact your son/daughter, please contact their counselor or the main office. Also, I can NOT release students from the classroom to anyone without a pass from an administrator.**